

County of Sullivan

Type of meeting: Sullivan County Commissioners, Regular Business Meeting
Minutes

Date | Time: Monday, October 21, 2013, 3:00 PM

Place: Unity, Complex – Sullivan County Health Care Facility, 5 Nursing
Home Drive, 03743

Attendees: Commissioners Jeffrey Barrette – Chair, Bennie Nelson – Vice Chair and Ethel Jarvis – Clerk, Ted Purdy – Sullivan County Health Care Administrator, Sam Fletcher – Human Resources Assistant, Marc Hathaway – County Attorney, John Cressy – Facilities & Operations Director, Ross L. Cunningham – Department of Corrections Superintendent and Sharon Callum – Administrative Assistant | Minute Taker.

Public present: Jim Grenier – NH State-County Delegate Gayle Hedrington – WNTK News Reporter.

3:06 The Chair, Jeff Barrette, opened the meeting and led all the *Pledge of Allegiance*.

3:07 **Motion: to go into Executive Session Per RSA 91-A:3.II.a. – the dismissal, promotion or compensation of any public employee. Made by: Jarvis. Seconded by: Nelson. A roll call vote was taken, with all Commissioners voting in favor.** *Those in Executive Session included: the three Commissioners, HR Assistant, County Attorney, SCHC Administrator and minute taker. Everyone else left the room.*

Agenda Item No. 1. Human Resources Report

Agenda Item No. 1.a. Executive Session Per RSA 91-A:3.II. – the dismissal, promotion or compensation of any public employee”

3:41 **Motion: to come out of Executive Session. Made by: Nelson. Seconded by: Jarvis. Voice vote: All in favor.**

Mr. Grenier, Ms. Hedrington, Mr. Cunningham, and Mr. Cressy returned to the room.

3:42 **Motion: to waive the competitive bidding requirements and enter into a contract with RISK-ex Global for consultant work as it pertains to compliance with the Affordable Care Act, and to charge 10.520.12020 Human Resources Legal Line to pay for the contract. Made by: Nelson. Seconded by: Jarvis. Voice vote: All in favor.**

3:45 **Motion: to authorize the Chair to sign the RISK-ex Global contract. Made by: Jarvis. Seconded by: Nelson. Voice vote: All in favor.**

Agenda Item No. 2. Department of Corrections Superintendent’s Report, Ross L. Cunningham

Agenda Item No. 2.a. Census

Cunningham distributed and reviewed the *October 21, 2013 Daily Report from Sgt. Milliken* [Agenda A]. In response to questions regarding State inmates, Cunningham confirmed the high numbers relate to dual status and three (3) in pretrial. SPO = Secure Psychiatric Unit.

Agenda Item No. 2.b. Staffing

They have two (2) Correctional Officer vacancies and are actively recruiting.

Agenda Item No. 2.c. DOC Policy Review

Cunningham distributed a new policy added today to the package: 3.1 Lethal Impact Devices, and discussed the format of the package as well as three House Bills: HB198, HB432, and HB220.

3:55 Motion: to approve the amended DOC policies and procedures, and the addendum revisions with new policy - Lethal Impact Devices No. 3.1. Made by: Nelson. Seconded by: Jarvis. Voice vote: All in favor.

Comm. Nelson spoke briefly about the DOC Community Corrections Center tour he attended with Jane Coplan, Senator Odell, Liz Hennig, and a lady from Medicaid - some inmates may be eligible for Medicaid.

Agenda Item No. 3. Facilities and Operations Report, John Cressy - Director

Agenda Item No. 3.a. Biomass Facility Update

Cressy noted they are getting close to '*making things happen*'; connections are 95+% complete; starting to hook up things on the roof; turbines pretty well connected in boiler room; the manufacturer will be here next week to check connections, and, within next two (2) weeks should start things up to fine tune; starting to run communications lengths to the SCHC building where they will tie into the computers. Barrette noted, the design builders have indicated the building status is at '*substantial completion*' - AIA forms have been used for all documents and indicate the word phrase Substantial Completion means '*building ready for use in its intended purpose*'; he, Cressy and Tom Wilson do not believe it's at that point so discussions continue with the design builders. Two extensions have been approved, with final extension expiring Oct. 29th. There is a penalty of \$750.00 per day incurred if not at *substantial completion* by that date. Cressy anticipates receiving a letter regarding the substantial completion, soon. County's contract did not include any other wording, other than normal AIA. Cressy noted the paving is done, aprons are on, he's spoken to Unity Fire Chief Baker to let him know, if an emergency occurs in the area, they can use the Unity Complex as a helicopter landing point.

Agenda Item No. 3.b. New Water Well Update

Cressy submitted final plans to the State a little over a week ago; State has 30 days to review; the RFP document is looking good, just about ready to go, and it will be in hands of bidders in a few days' time.

Agenda Item No. 4. Sullivan County Health Care Administrator's Report, Ted Purdy

Agenda Item No. 4.a. Census Review

Purdy reviewed the following reports [Appendix C.1-7]:

- ☐ Medicare, Private, Medicaid, HCBC (Respite), Insurance / Managed Care, Medicare Revenue: -61,559 variance,
- ☐ SCHC Revenue Review thru 09/30/2013: they have not received Medicaid Assessment (bed tax payment) - should receive the revenue any time; other nursing homes are showing low census, also,
- ☐ Quarterly Resident Census: 131 average 1st quarter vs. 136 for 1st quarter last year,
- ☐ Medicare Length of Stay Analysis: expenses are under budget enough to compensate for lower revenues; current census 132: 5 skilled and 16 private,
- ☐ Summary Admission / Discharge Report 9/1/13 thru 9/30/13: 4 admissions and 4 discharges; month to date is 4 and 4, also,
- ☐ Summary Admission / Discharge Report 7/1/13 thru 9/30/13: 25 admissions and 27 discharges,
- ☐ Month-end Aged Analysis

The Chair noted to Purdy, as it pertains to a letter received, not distributed, relating to resident smoking and new admissions, he wishes to hold a broader discussion, and would be speaking with Purdy in the next couple days.

Agenda Item No. 4.b. Staffing

Purdy noted there are no key staff positions available and agency use is low.

Agenda Item No. 5. Commissioners Report

Agenda Item No. 5.a.i.&ii Audit Update

The Chair noted he needed to finalize the intent on fund balance assignments and requested department heads to finalize their list of capital budget expenditures not completed in FY13 – this will be on their next agenda for Nov. 4th, and will complete the audit process; he needs to know of any encumbrances from previous years and will speak with Ms. Violette. He noted, a question rose last year *“Do we want to add assigned balance for biomass project to negate some of the debt? We have an impervious paving issue - when we built the CCC we took a greater square ground to place in pavement; the little impact we had building the biomass triggered us to go to a different level; we have money in project for the paving project, but not for additional drainage to meet State requirement for impervious issues. Money in parking lot upgrades we pushed into this year, and I want to push it again.”*

Agenda Item No. 5.a.ii. Old Business: County Manager Recruitment Process Update

The Chair noted, they have pared the list and will conduct follow-up interviews in the next couple of weeks. By mid-November they should have an announcement.

Agenda Item No. 5.a.iii. Old Business: Dedication

Ms. Callum noted they have received two suggestions for County report dedications: Greg Chanis and Dana Laroche and suggested a dual dedication. Commissioners approve idea.

Agenda Item No. 5.b.i New Business: FY14 DRAFT September Financials

Callum noted she had kept the draft Sep 2013 financials in their binders from their first meeting of the month that was canceled; and there was a copy of the tax apportionment –

tax invoices have been sent to each town from the County Treasurer. The Chair pointed out taxes are due December 17th.

Agenda Item No. 5.b.iii.

New Business: Newport Municipal Parking Lot Update

Barrette met with the Newport Town Manager last week regarding the State's concern with the traffic flow down Sunapee Street, onto Main Street and how improvements may affect the municipal parking lot the County recently purchased; the State presented a plan to the town of Newport for road improvements to 'shave off' a little real estate from the parking lot; the Town of Newport is planning a public hearing regarding the issue; ECON has put up a sum of money for improvements: lighting, upgrades to drainage and potentially the paving project; money in FY14 and ECON would assist to do improvements; the State needs their plan well thought out so that all work can be done at same time and submitted project to UNH Civil Engineering Department to complete by the end of this year. Barrette noted, this issue circles back to the assignment of fund balance and pushing it forward to FY14, possibly FY15.

Agenda Item No. 5.b.iv.

Natural Resources Report

The Chair noted Natural Resource Director, Lionel Chute, was unable to attend today's meeting and sent an e-mail report [Appendix D], provided updates on,

1. Judkin's Lot timber sale: it's on schedule,
2. The daffodil and tulips: planted at the County Complex, and
3. The Conservation District's Annual Meeting: scheduled for Nov. 15th at the SRB Community Room in Newport

Non Agenda Item

Web Filter

The Chair noted there was filtering hardware and software budgeted in previous years, money was set aside for contracted services – it will expire November 14th; there are two pieces that need ongoing agreements; 1 year cost is \$499 for each section; 3 year cost is \$1,249.00. He suggested, as it shows unbudgeted in FY14, pay for it out of the department contract line that uses it. He'd like to review details of what it pertained to and payment history, so tabled further discussions until Mon. Nov. 4th.

4:37 Motion: to pay for it [Barracuda Web Filter] out of the Commissioners' Office if they find it's used County wide, or out of Sullivan County Health Care if it's used only by the nursing home; and to get info on how it was paid last year. Made by: Nelson. Seconded by: Jarvis. Voice vote: All in favor.

The Chair has requested Ms. Violette to add a '*hard note*' in the budget going forward.

Non Agenda Item

IT Invoice 4639 \$750

The Chair discussed the recent invoice from Michael Bodeur that related to a query performed on various computers for a litigation issue – the portion on the invoice for this task was \$300.00. Hathaway noted this was a request from the court pursuant to a motion filed in litigation that we produce the documents; it was reviewed with the Board, who agreed to allow it. Barrette questioned if they should add some sort of account for costs associated to these requests in subsequent budgets. Hathaway noted this might be in correlation with viewing current protocol on record retention. Barrette concurred on reviewing this at a future point.

Agenda Item No. 6. Public Participation

Rep. Grenier suggested, prior to budget season, having the forester look at the entire Unity Mountain property, compile 'good' data as to what we can expect for return on the land; both he and Rep. Rollins would like to know why the County can't use chips off the land to fuel chip burner and, what will our practices be in a holistic plan. Barrette noted the County forestry management plan goes out to 2018 for all land prior to the Unity Mountain purchase; there is a lot of potential value with the Unity Mountain site; in the next 18 months they'll look at updating the timber management plan and include a natural resource plan to encompass all that the County has to offer – this is part of the full time Natural Resource Director's position duties. Nelson confirmed Chute could put it all in a forest management plan snap shot. Grenier added, beyond using it for hunting/recreation, he didn't care if chips go from here to there, but that we show chips are coming off the property.

4:54 *Cunningham and Purdy left the room.*

A discussion commenced regarding the Unity Mountain property and uses of, which included: future timber harvesting for lumber, chips and pulp, a possible mountain bike race to bring awareness to the property, and creating a map for hunters. Grenier is part of the NH Timber Association, recently attended a meeting where they discussed the ash borer situation - he asked about the status of the County ash tree stats and if they had heard of any restrictions on selling it, noting, several other NH counties have been quarantined due to the ash borer situation; he discussed current ash prices and that they will fall if the county is quarantined. Barrette confirmed he spoke with the UNHCE Forester and discussed the issue; they are figuring out what the County has and what they need to do moving forward. Nelson pointed out purchasing the Unity Mtn. property, also, protects the water pipeline.

Gayle Hedrington asked if they were now down to two County Manager candidates. The Chair confirmed "Yes".

Ms. Hedrington asked when the new water well would be running. The Chair confirmed before "snow flies".

Comm. Jarvis heard there is a big problem around Marshall Pond with 4-wheelers. The Chair confirmed they knew about the issue and would check into moving 'things' around.

5:08 *All left the meeting except the three Commissioners and minute taker.*

Agenda Item No. 7. Meeting Minutes Review

Agenda Item No. 7.a. July 24th, 10:02 Executive Session Minutes

5:10 Motion: to approve and release the July 24th 10:02 Executive Session meeting minutes. Made by: Nelson. Seconded by: Jarvis. Voice vote: All in favor.

Agenda Item No. 7.b. Sep. 23rd, Public Meeting Minutes

5:11 Motion: to accept the 9/23/13 public meeting minutes. Made by: Jarvis. Seconded by: Nelson. Voice vote: All in favor.

Agenda Item No. 7.c. Sep. 23rd, 4:21 PM Executive Session Minutes

5:11 Motion: to accept the 9/23/13 4:21 p.m. meeting minutes. Made by: Jarvis. Seconded by: Nelson. Voice vote: All in favor.

Agenda Item No. 7.d. Sep. 23rd, 4:38 PM Executive Session Minutes

5:12 Motion: to accept and keep sealed the 9/23/13 4:38 p.m. Executive Session meeting minutes. Made by: Jarvis. Seconded by: Nelson. Voice vote: All in favor.


Agenda Item No. 7.e. Oct. 7th & 14th 8:00 AM Special Meeting Minutes

5:13 Motion: to approve and release the 10/7th special meeting minutes. Made by: Jarvis. Seconded by: Nelson. Voice vote: All in favor.

5:14 Motion: to approve and release the 10/14/13 special meeting minutes. Made by: Jarvis. Seconded by: Nelson. Voice vote: All in favor.

5:14 Motion: to adjourn. Made by: Jarvis. Seconded by: Nelson. Voice vote: All in favor.

Respectfully submitted,


Ethel Jarvis, Clerk
Board of Commissioners

EJ/sjc

Date minutes approved:

11-4-13



Monday October 21st, 2013

3:00 PM Regular Business Meeting

Sullivan County NH, Board of Commissioners

AGENDA - Updated

Meeting Location: Unity County Complex

Sullivan County Health Care Facility – Frank Smith Living Room – 1st Floor
MapQuest/Google Address: 5 Nursing Home Drive, Claremont, NH 03743

- | | | |
|-------------------|----|--|
| 3:00 PM – 3:30 PM | 1. | Human Resources Report |
| | a. | Executive Session Per RSA 91-A:3.II.a. -
the dismissal, promotion or compensation of
any public employee |
| | b. | RFP Waiver Request |
| 3:30 PM – 3:50 PM | 2. | Department of Corrections Superintendent's
Report, <i>Ross L. Cunningham</i> |
| | a. | Population Census Review |
| | b. | Staffing Update |
| | c. | Policy Package Review |
| | d. | Oct. 7 th State of NH DOC Letter and RSA 623-
C:2 |
| 3:50 PM – 4:05 PM | 3. | Facilities & Operations Director's Report, <i>John
Cressy</i> |
| | a. | Biomass Facility Update |
| | b. | Water Well Update |
| 4:05 PM – 4:25 PM | 4. | Sullivan County Health Care Administrator's
Report, <i>Ted Purdy</i> |
| | a. | Census Review |
| | b. | Staffing Update |



- 4:25 PM – 4:55 PM 5. Commissioners' Report
- a. Old Business
 - i. FY13 Audit Update: Assignment of Fund Balance | Audit Adjustment Discussion
 - ii. County Manager Recruitment Process Update
 - iii. FY13 Annual Report Dedication
 - b. New Business
 - i. FY14 DRAFT September Financials
 - ii. 2013 Apportionment Document from State
 - iii. Newport Municipal Parking Lot Update
 - iv. Natural Resources Report
- 4:55 PM – 5:05 PM 6. Public Participation
- 5:05 PM – 5:10 PM 7. Meeting Minutes Review
- a. Jul. 24th 10:02 Executive Session Minutes
 - b. Sep. 23rd Public Meeting Minutes
 - c. Sep. 23rd 4:21 PM Exec. Sess. Minutes
 - d. Sep. 23rd 4:38 PM Exec. Sess. Minutes
 - e. Oct. 7th & 14th 8:00 AM Special Meetings
- 5:10 PM 8. Adjourn meeting

Upcoming Events / Meetings:

Oct. 28th & 29th

**New Hampshire Association of Counties
Conference**

Nov. 1st Fri.

Commissioners Special Meeting

Time: 8:30 AM

Place: Newport, NH – 14 Main Street,

Nov. 4th Mon

Commissioners Regular Business Meeting

Time: 3 PM

Place: Newport, NH – 14 Main Street, County
Commissioners Conference Room

Nov. 6th Wed.

Conservation District Committee Meeting

Time: 12 PM

Place: Unity, NH – 5 Nursing Home Drive,
Ahern Building

Nov. 20th Wed.

GSC Public Health RCC Meeting

Time: 9 AM

Place: Newport, NH – 14 Main Street, County
Commissioners Conference Room

The times reflected on this agenda, other than the start time, are estimates. Actual time will depend on level of interest and participation.



93 Tracy Way
Meredith, NH 03253
Phone (603) 520-0083
E-Mail: william.bald@RISK-ex.com

Consulting Agreement

This Consulting Agreement, hereinafter referred to as "Agreement" is between Sullivan County, New Hampshire, hereinafter referred to as "Client" and the RISK-ex Global, LLC hereinafter referred to as "Consultant." RISK-ex Global is strategically affiliated with Melcher & Prescott Insurance; however providing exclusively fee based consulting services.

WHEREAS, Client wishes to obtain the assistance of Consultant with strategic benefit planning, design, funding, administration, actuarial services and compliance with respect to its employee benefit programs;

WHEREAS, Consultant has superior knowledge and expertise in assisting employers with design, service and compliance of employee benefit plans; and

WHEREAS, the parties wish to set forth their respective expectations;

Now, therefore, for good and valuable consideration, the receipt and sufficiency of which is hereby mutually acknowledged, the parties hereby agree as follows:

1. Scope of Services to be Provided by Consultant

Consultant will provide Client with the following service(s) listed below:

- PPACA Compliance and Financial Modeling including Public Exchange & Subsidy Analysis
- Benefit Plan Benchmarking
- Health Insurance RFP (July 1 Renewal)
- Defined Contribution Model & Private Insurance Exchange Review
- Benefit Modeling and Alternatives including plan design and funding arrangements (HRA), etc.
- Excise (Cadillac) Tax Planning & Analysis
- Compliance Updates & HR Insider
- Review and analysis of existing health insurance plans, coverages and costs.
- Preparation of request for proposals/bids for comparable health insurance plans and coverages
- Review and analysis of results for proposals/bids and recommendations.
- Identification of alternatives to existing health insurance plans, coverages and costs to include but not be limited to alternative health insurance plans, higher deductibles and co-pays, additional cost sharing by employees and/or establishing fixed dollar allocation to employees as an alternative to providing a specific health insurance program through which employees could select their health insurance through a series of options.

Strategic Benefit Planning. Consultant will provide assistance in developing overall plan benchmarks and targets to ensure that the plan meets the objectives of Client and its employees.

Benefit Design. Consultant will help to ensure that benefit designs are consistent with the strategic benchmarks and targets set forth in the strategic benefit planning process.

Administration. Consultant may identify core administrative services, assess vendor performance, and manage vendor relationships to provide appropriate program administration. Services may also include the development of a performance guarantee agreement between Client and its plan administrators.

Funding. Consultant will advise and counsel regarding program funding alternatives, including partial self-funding and health reimbursement arrangements

Compliance. Consultant will assist in drafting employee communications regarding benefit program performance and changes, and assist in the review of plan documents and insurance certificates during the planning and enrollment process. Consultant will assist and provide employee education material and meetings as necessary to clearly communicate benefit options to employees

Compliance Tools & Legislative Information. Consultant will provide access to HR Insider for the period of the contract. Consultant will also provide periodic legislative updates in accordance with United Benefit Advisors legal updates

Meetings with Client and Vendors. Services will include attendance at and facilitation of meetings with Client and vendors as needed to facilitate program management including and planning program changes.

Day-to-Day Administrative Issues. NOT INCLUDED

2. Disclosure and Record Keeping

- A. Full Disclosure.** Client has the right to approve any arrangements and/or the utilization of any intermediaries in connection with, or arising out of, or in any way related to Client's insurance and risk management program. Consultant must seek approval from Client prior to the use of any of the above in connection with the Client's insurance and risk management program.
- B. Record Keeping.** Consultant will maintain accurate and current files including, but not limited to, insurance policies and correspondence with insurers or brokers in accordance with industry standard record retention practice or as otherwise directed by Client.
- C. HIPAA.** Client and Consultant shall agree to guard all protected health information and comply with a standard HIPAA Business Associate Agreement (HIPAA-BAA)

3. Term & Termination

- A. Term.** This initial term of this Agreement shall be from the date the agreement is signed through July 1, 2014.
- B. Termination.** This Agreement may be terminated by either party only as follows:
 - a) Effective upon thirty (30) days advance written notice to the other party stating that such other party is in breach of any of the provisions of this Agreement, provided such breach (if able to be cured) is not cured within fifteen (15) days after the notice is received;
 - b) Effective upon six (60) days advance written notice to the other party given with or without reason; provided such notice is given after the Initial Term; or
 - c) By mutual written agreement of the parties.

4. Cost of Services

Consultant professional fees are based upon time expended by specific individuals. Consulting fees will be offset by any commission paid by insurers to a Consultant's affiliated party (Melcher & Prescott Insurance) if/while acting on behalf of the Client. Client agrees to pay Consultant professional fees as outlined in Exhibit A. These fees are payable in two installments 50% upon signing agreement and 50% at the conclusion of the agreement.

Additional programs and services may be provided on a project basis for an additional fee disclosed in Exhibit A and shall be undertaken upon mutual written agreement between Consultant and Client. Such programs and services may include, but not be limited to, retiree medical plans, special employee surveys, employee communication materials, and ancillary insurance coverages.

5. Client's Responsibilities

Client will make available such reasonable information as required for Consultant to conduct its services. Such data will be made available as promptly as possible. It is understood by Consultant that the time of Client's personnel is

limited, and judicious use of that time is a requirement of this Agreement. Client will make timely payments of the service fees as set forth elsewhere in this Agreement.

6. Independent Contractor

It is understood and agreed that Consultant is engaged by Client to perform services under this Agreement as an independent contractor. Consultant shall use its best efforts to follow written, oral, or electronically transmitted (i.e., sent via facsimile or e-mail) instructions from Client as to policy and procedure.

7. Fiduciary Responsibility.

Client acknowledges that: (i) Consultant shall have no discretionary authority or discretionary control respecting the management of any of the employee benefit plans; (ii) Consultant shall exercise no authority or control with respect to management or disposition of the assets of Client's employee benefit plans; and (iii) Consultant shall perform services pursuant to this Agreement in a non-fiduciary capacity. Client agrees to notify Consultant as soon as possible of any proposed amendments to the plans' legal documents to the extent that the amendments would affect Consultant in the performance of its obligations under this Agreement. Client agrees to submit (or cause its agent, consultants, or vendors to submit) all information in its (or their) control reasonably necessary for Consultant to perform the services covered by this Agreement.

8. Entire Agreement.

While this agreement captures much of the scope of our capabilities and services available, for the purposes of the immediate project, we have included in Exhibit A the functions we will perform and the fee proposed. Subsequent amendments to this Agreement shall only be in writing signed by both parties.


Signature

10/21/13
Date

COMMISSION CHAIR
Title

10,520,12020

Signature
William E. Bald

Vice President

October 17, 2013
Date

Exhibit A
Consulting Fees
Sullivan County

Description	Fee
<ul style="list-style-type: none"> • PPACA Compliance and Financial Modeling including Public Exchange & Subsidy Analysis • Benefit Plan Benchmarking • Health Insurance RFP (July 1 Renewal) • Defined Contribution Model & Private Insurance Exchange Review • Benefit Modeling and Alternatives including plan design and funding arrangements (HRA), etc. • Excise (Cadillac) Tax Planning & Analysis • Compliance Updates & HR Insider • Review and analysis of existing health insurance plans, coverages and costs. • Preparation of request for proposals/bids for comparable health insurance plans and coverages • Review and analysis of results for proposals/bids and recommendations. • Identification of alternatives to existing health insurance plans, coverages and costs to include but not be limited to alternative health insurance plans, higher deductibles and co-pays, additional cost sharing by employees and/or establishing fixed dollar allocation to employees as an alternative to providing a specific health insurance program through which employees could select their health insurance through a series of options. 	\$5000.00
Additional Services Hourly Rate	\$200/Hour

Agenda B.



Sullivan County Department of Corrections
103 County Farm Rd
Claremont, NH 03743

Intra-Department Memorandum

From: Sgt. Milliken Date: October 21, 2013
Subject: Daily Report At: Classification Department
To: Superintendent Ross L. Cunningham

POPULATION DATA:

House of Corrections	Pre-Trial Inmates	Protective Custody	Home Confinement
Male - 45	Male - 23	Male - 0	Male - 6
Female - 11	Female - 5	Female - 0	Female - 4

Total In-House Population: 84 (Home Confinement - 10) In-House Population on 10-21-12 / 85

Unit Breakdown *(included in the above count):*

Unit 1 - 22	Male Flex - 12	Female Flex - 3
Unit 2 - 7	Male Treatment - 8	Female Treatment - 4
Unit 3 - 16	Male Work Release - 8	Female Work Release - 2
OBS - 2		

Jail Total: 47 CCC Total: 37

CENSUS DATA:

Cheshire Cty.	Strafford Cty.	Phoenix House	Weekender	Hillsborough Cty.
Male - 4	Male - 1	Male - 0	Male - 0	Male - 1
Female - 0	Female - 0	Female - 0	Female - 0	Female - 0
Grafton Cty.	NHSP/SPU/VTSP	Merrimack Cty.	Furlough	
Male - 1	Male - 12	Male - 4	Male - 0	
Female - 0	Female - 1	Female - 0	Female - 0	

Total Census Population: 118 Census Population on 10-21-12 / 103

Individuals Housed at SCDOC for other Facilities:

4 Males from NHSP
1 Male from Cheshire County DOC
4 Rockingham County Doc

Pre-Trial Services Program - Total: 15 Male - 12 Females - 3

Sept 2013

MEDICARE							
	Sept 2012 Actual	Sept 2012 AVG DAILY CENSUS	Sept 2013 Actual	Sept AVG DAILY CENSUS	BUDGETED	BUDGETED AVG CENSUS	VARIANCE
CENSUS:	188	6	108	4	270	9	-162
REVENUE	\$90,179.70		\$55,800.66		\$128,250.00		-\$72,449.34
AVERAGE RATE PER DAY	\$479.68		\$516.67		\$475.00		\$41.67

PRIVATE							
	Sept 2012 Actual	Sept 2012 AVG DAILY CENSUS	Sept 2013 Actual	Sept AVG DAILY CENSUS	BUDGETED		VARIANCE
CENSUS:	610	20	432	14	540	18	-108
REVENUE	\$157,710.00		\$117,540.00		\$143,100.00		-\$25,560.00
AVERAGE RATE PER DAY	\$258.54		\$272.08		\$265.00		\$7.08

MEDICAID							
	Sept 2012 Actual	Sept 2012 AVG DAILY CENSUS	Sept 2013 Actual	Sept AVG DAILY CENSUS	BUDGETED		VARIANCE
CENSUS:	3,174	106	3,389	113	3,330	111	59
REVENUE	\$455,119.86		\$513,467.39		\$484,981.20		\$28,486.19
AVERAGE RATE PER DAY	\$143.39		\$151.51		\$145.64		\$5.87

HCBC (RESPITE)							
	Sept 2012 Actual	Sept 2012 AVG DAILY CENSUS	Sept 2013 Actual	Sept AVG DAILY CENSUS	BUDGETED		VARIANCE
CENSUS:	0	0	1	0	0	0	1
REVENUE	0		\$160.32		\$416.67		-\$256.35
AVERAGE RATE PER DAY	\$0.00		\$160.32		0		\$160.32

INSURANCE/MNGD CARE							
	Sept 2012 Actual	Sept 2012 AVG DAILY CENSUS	Sept 2013 Actual	Sept AVG DAILY CENSUS	BUDGETED		VARIANCE
CENSUS:	0	0	0	0	0	0	0
REVENUE	\$0.00		\$0.00		\$2,876.71		-\$2,876.71
AVERAGE RATE PER DAY	\$0.00		\$0.00		\$0.00		\$0.00

	Sept 2012 Actual		Sept 2013 Actual		0		
TOTAL CENSUS	3,972		3,930		4,140		
AVERAGE CENSUS		132.4		131	0	138.0	
	\$703,009.56		\$686,968.37		\$759,624.58		

-\$72,656.21

MEDICARE B - REVENUE							
	Sept 2012 Actual		Sept 2013 Actual		BUDGETED		VARIANCE
	\$48,382.15		\$45,120.39		\$34,023.45		\$11,096.94
	\$751,391.71		\$732,088.76		\$793,648.03		
TOTAL MONTHLY REVENUE VARIANCE							(\$61,559.27)

-\$61,559.27

SCHC Revenue Review thru 09/30/2013

	Annual Budget	92 Days YTD Budget	YTD	Variance	
Medicaid	5,900,605	1,487,276	1,564,900	77,624	
Private	1,741,050	438,840	371,580	(67,260)	
Insurance/Managed Care	35,000	8,822	20,206	11,384	
Respite (HCBC)	5,000	1,260	1,122	(138)	
Medicaid Assessment	1,296,480	-		-	Paid quarterly
Medicare Part B (Total)	413,952	104,339	115,540	11,202	
Medicare Part A	1,560,375	393,300	177,797	(215,503)	
Proshare	1,762,875			-	Paid at end of FY
Net Variance from Operations		2,433,837	2,251,145	(182,692)	
Misc Income	20,000	5,041	5,715	674	
Cafeteria	17,500	4,411	6,456	2,045	
Meals	340,051	85,711	85,013	(699)	
YTD Variance	13,092,888	2,529,000	2,348,329	(180,671)	

C.3.

Sullivan County Nursing Home
Quarterly Resident Census

Resident Census - FY 14

	TOTAL DAYS	MEDICAID		PRIVATE		SKILLED		HCBC		MANAGED		LEAVE		TOTAL DAYS	
	AVAILABLE	DAYS		DAYS		DAYS		RESPIRE		CARE		DAYS		FILLED	
Jul-13	4836	3458	84.86%	499	12.25%	118	2.90%	0	0.00%	0	0.00%	0	0.00%	4075	84.26%
Aug-13	4836	3472	85.12%	447	10.96%	152	3.73%	6	0.15%	0	0.00%	2	0.05%	4079	84.35%
Sep-13	4680	3388	86.21%	432	10.99%	108	2.75%	1	0.03%	0	0.00%	1	0.03%	3930	83.97%
1ST QUARTER	14,352	10,318	85.39%	1,378	11.40%	378	3.13%	7	0.06%	0	0.00%	3	0.02%	12,084	84.20%
Oct-13			#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	0	#DIV/0!
Nov-13			#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	0	#DIV/0!
Dec-13			#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	0	#DIV/0!
2ND QUARTER	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Jan-14			#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	0	#DIV/0!
Feb-14			#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	0	#DIV/0!
Mar-14			#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	0	#DIV/0!
3RD QUARTER	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Apr-14			#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	0	#DIV/0!
May-14			#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	0	#DIV/0!
Jun-14			#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	0	#DIV/0!
4TH QUARTER	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
FY '13 TOTAL	14,352	10,318	85.39%	1,378	11.40%	378	3.13%	7	0.06%	0	0.00%	3	0.02%	12,084	84.20%
YTD AVG.		112.2		15.0		4.1		0.1		0.0		0.0		131.3	

Avg
CensusLeave MLOA-home MCD-2
Leave MLOA-home MCD-1

131.3

0.0

0.0

0.0

Resident Census - FY 13

	TOTAL DAYS	MEDICAID	PRIVATE	SKILLED	HCBC	MANAGED	LEAVE	TOTAL DAYS							
	AVAILABLE	DAYS	DAYS	DAYS	RESPIRE	CARE	DAYS	FILLED							
Jul-12	4836	3331	77.68%	581	13.55%	339	7.91%	5	0.12%	29	0.68%	3	0.07%	4288	88.67%
Aug-12	4836	3400	79.35%	607	14.17%	265	6.18%	7	0.16%	6	0.14%	0	0.00%	4285	88.66%
Sep-12	4680	3199	80.54%	580	14.60%	188	4.73%	0	0.00%	0	0.00%	5	0.13%	3972	84.87%
1ST QUARTER	14,352	9,930	79.16%	1,768	14.09%	792	6.31%	12	0.10%	35	0.28%	8	0.06%	12,545	87.41%
Oct-12	4836	3319	79.17%	606	14.46%	252	6.01%	0	0.00%	13	0.31%	2	0.05%	4192	86.68%
Nov-12	4680	3333	78.65%	557	13.14%	298	7.03%	5	0.12%	40	0.94%	5	0.12%	4238	90.56%
Dec-12	4836	3354	78.25%	607	14.16%	320	7.47%	2	0.05%	1	0.02%	2	0.05%	4286	88.63%
2ND QUARTER	14,352	10,006	78.69%	1,770	13.92%	870	6.84%	7	0.06%	54	0.42%	9	0.07%	12,716	88.60%
Jan-13	4836	3282	78.03%	622	14.79%	301	7.16%	0	0.00%	0	0.00%	1	0.02%	4206	86.97%
Feb-13	4368	3082	79.31%	551	14.18%	253	6.51%	0	0.00%	0	0.00%	0	0.00%	3886	88.97%
Mar-13	4836	3462	81.96%	542	12.83%	220	5.21%	0	0.00%	0	0.00%	0	0.00%	4224	87.34%
3RD QUARTER	14,040	9,826	79.78%	1,715	13.92%	774	6.28%	0	0.00%	0	0.00%	1	0.01%	12,316	87.72%
Apr-13	4680	3406	83.42%	461	11.29%	189	4.63%	0	0.00%	26	0.64%	1	0.02%	4083	87.24%
May-13	4836	3424	83.27%	486	11.82%	163	3.96%	6	0.15%	31	0.75%	2	0.05%	4112	85.03%
Jun-13	4680	3360	84.00%	491	12.28%	123	3.08%	0	0.00%	25	0.63%	1	0.03%	4000	85.47%
4TH QUARTER	14,196	10,190	83.56%	1,438	11.79%	475	3.89%	6	0.05%	82	0.67%	4	0.03%	12,195	85.90%
FY '12 TOTAL	56,940	39,952	80.27%	6,691	13.44%	2,911	5.85%	25	0.05%	171	0.34%	22	0.04%	49,772	87.41%
YTD AVG.		109.5		18.3		8.0		0.1		0.5		0.1		136.4	

Avg
Census

136.4

(2-pvt leave)

138.2

(1-pvt leave)

136.8

134.0

C.4.

Medicare Length of Stay Analysis
Sullivan County Health Care (SC)

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AR7400A

	Sep 2013	Aug 2013	Jul 2013	Jun 2013	May 2013	Apr 2013	Mar 2013	Feb 2013	Jan 2013	Dec 2012	Nov 2012	Oct 2012	12 Mos.	Calendar YTD
Total Admits & Readmits (All payer types)	4	13	8	8	6	10	8	6	12	8	12	16	111	75
MCR # Admits & Readmits	3	7	5	4	5	5	3	4	7	5	7	10	65	43
MCR # Discharges from facility		7	4	1	4	1	2		2	3	3	2	29	21
MCR Discharged LOS		24.4	27.3	2.0	24.8	10.0	15.5		23.0	28.3	29.7	9.5	22.8	22.3
MCR # End or A/R Change	2	2		3	5	3	4	4	6	5	3	5	42	29
MCR End or A/R Change LOS	60.0	19.0		28.7	50.6	67.0	54.0	37.3	64.3	33.0	67.7	39.2	47.9	50.0
Total Average MCR LOS	60.0	23.2	27.3	22.0	39.1	52.8	41.2	37.3	54.0	31.3	48.7	30.7	37.7	38.3
Total MCR Days	108	152	118	123	163	189	220	253	301	320	298	252	2497	1627
Rehab RUGs	108	152	118	121	157	188	210	253	294	283	297	245	2426	1601
% of Total MCR Days	100%	100%	100%	98%	96%	99%	95%	100%	98%	88%	100%	97%	97%	98%
Non-Rehab RUGs				2	6	1	10		7	37	1	7	71	26
% of Total MCR Days				2%	4%	1%	5%		2%	12%		3%	3%	2%
Default Days														
% of Total MCR Days														
A ADL (low dependency)	23	59	80	55	87	99	52	99	88	100	125	125	992	642
% of Total MCR Days	21%	39%	68%	45%	53%	52%	24%	39%	29%	31%	42%	50%	40%	39%
B ADL (medium dependency)	31	44	21	28	52	72	77	51	114	180	136	71	877	490
% of Total MCR Days	29%	29%	18%	23%	32%	38%	35%	20%	38%	56%	46%	28%	35%	30%
C ADL (high dependency)	54	49	17	40	24	18	91	103	99	40	37	56	628	495
% of Total MCR Days	50%	32%	14%	33%	15%	10%	41%	41%	33%	13%	12%	22%	25%	30%
Medicare Net Revenue	\$55,801	\$69,060	\$56,287	\$56,056	\$67,346	\$90,190	\$117,029	\$132,277	\$148,971	\$152,605	\$144,841	\$111,632	\$1,202,093	\$793,016

Note: This report includes only the selection criteria listed below.

Effective Date From 9/1/2013 Thru 9/30/2013

Status: All

Sort: AR Type

C.S.

Summary Admission / Discharge Report

Sullivan County Health Care (SC)

Admissions (Includes Readmits)

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RI6300B

<i>A/R Type</i>	<i>From/To</i>	<i>Admissions</i>	<i>Readmits</i>	<i>Discharges</i>
HCB	5 Acute care hospital	0	0	0
	HM Home	0	0	1
	<i>HCB Subtotal</i>	0	0	1
MCD	20 Expired in Facility	0	0	3
	HM Home	1	0	0
	HP Hospital	0	0	0
	<i>MCD Subtotal</i>	1	0	3
MRA	HP Hospital	3	0	0
	<i>MRA Subtotal</i>	3	0	0
<i>Total</i>		4	0	4

Note: This report includes only the selection criteria listed below.

Effective Date From 7/1/2013 Thru 9/30/2013

Status: All

Sort: AR Type

C.b.

Summary Admission / Discharge Report

Sullivan County Health Care (SC)

Admissions (Includes Readmits)

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RI6300B

<i>A/R Type</i>	<i>From/To</i>	<i>Admissions</i>	<i>Readmits</i>	<i>Discharges</i>
HCB	5 Acute care hospital	1	0	0
	HM Home	0	0	1
	<i>HCB Subtotal</i>	1	0	1
MCD	20 Expired in Facility	0	0	7
	AL Assisted Living	1	0	0
	HM Home	1	1	0
	HP Hospital	2	2	6
	NH Nursing Home	1	0	0
	<i>MCD Subtotal</i>	5	3	13
MRA	Unknown	0	0	0
	20 Expired in Facility	0	0	1
	5 Acute care hospital	0	0	0
	HM Home	0	0	8
	HP Hospital	9	6	2
	NH Nursing Home	0	0	0
	<i>MRA Subtotal</i>	9	6	11
PVT	1 Private home/apartme	0	0	0
	5 Acute care hospital	0	0	0
	HP Hospital	1	0	1
	NH Nursing Home	0	0	1
	<i>PVT Subtotal</i>	1	0	2
<i>Total</i>		16	9	27

Month-end Aged Analysis

Sullivan County Health Care (SC)
For the Month of Sep, 2013

Type Balance	Sep/	Aug/	Jul/	Jun/	May/	Apr/	Mar/	Feb/	Jan/	Dec/	Nov/	Oct/	Sep/	Balance
<i>Aged Analysis Summary</i>														
HCB	160.32	961.92			961.92					320.64	801.60		1,233.76	4,440.16
INS	10,864.68	15,317.81	7,470.06	13,056.09	1,385.94	1,468.79	2,409.22	1,620.90	5,248.51	3,538.81	1,896.06	650.05	19,774.46	84,701.38
MCD	403,758.12	37,060.87	16,991.98	17,527.80	8,670.46	8,440.14	28,929.11	14,499.98	6,875.75	6,214.43	2,545.51	204.84	1,995.61	548,623.58
MCP														
MRA	48,252.66	56,775.54	0.43	0.24	11,713.24	13,717.29	5,435.28	12,023.39	6,678.34	6,469.09	722.41		5,278.89	155,064.20
MRB	34,954.43	15,860.65	35.67	709.91	691.76	4,501.36	4,960.59	4,745.79	1,816.05	4,940.47	1,694.85	4,802.04	1,622.01	78,091.56
MXA				888.00	9,225.27	15,298.11	15,345.71	12,903.00	5,310.00	3,944.00	1,124.00	4,838.98	4,711.40	73,588.47
MXB	5,599.28	5,756.31	723.68	265.85	2,022.51	1,874.83	2,527.96	621.42	156.20	739.16	196.68	1,064.55	2,114.02	19,434.41
PVT	55,882.60	34,590.24	36,862.97	19,167.60	13,047.60	16,997.60	9,197.60	7,010.03	11,267.44	12,350.09	13,859.70	16,701.83	162,655.57	409,590.87
RES	5,147.78	1,865.42	866.78	1,101.34	826.82	396.77	257.24	39.95	375.29	1,069.89	1,559.14	3,930.45	39,720.35	56,406.64
PHC														
HST														
PIN														
HSR														
MRP				2,438.56	18,898.84	15,850.64								37,188.04
AIN	1,250.00	3,000.00	4,000.00	3,700.00										11,950.00
Totals:	565,869.87	171,188.76	66,951.57	58,855.39	67,444.36	78,545.53	69,062.71	53,464.46	36,977.00	39,586.58	17,864.11	32,192.74	221,076.23	1,479,079.31
	38.26%	11.57%	4.53%	3.98%	4.56%	5.31%	4.67%	3.61%	2.50%	2.68%	1.21%	2.18%	14.95%	100.00%

Sharon Callum

From: Lionel R Chute <lchute@gsinet.net>
Sent: Monday, October 21, 2013 7:31 AM
To: manager@sullivancountynh.gov
Subject: quick update

Hello, it's Lionel. I didn't have a chance to write a real report. Please let the Commissioners know that the Judkins Timber sale is on schedule. There will be a showing to prospective loggers this week. I'll keep the Commissioners informed as things progress.

250 daffodils and tulips were planted at the County Complex last week.

The Conservation District's Annual Meeting will be on November 15 at the Community Room in Newport, catered by the Old Courthouse Restaurant. This year's award winners are Edgewater Farm of Plainfield (Cooperator of the Year) and the Valley Green Journal (Educator of the Year).

thank you!

Lionel